



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

12 October 2023

[REDACTED]
[REDACTED]
[REDACTED]

Dear [REDACTED]

Re: Freedom of Information request ref CA259

Thank you for your request for information received on 4 September 2023. Please accept our apologies for the delay in responding. The response is given below:

Request

Please may you provide me, in Microsoft Excel or an equivalent electronic format, with a list of invoices that were not paid within 30 days for the last 6 financial years (2017/18 to 2022/23 inclusive) which would feed into the Regulation 113 Notice you are required to publish each year as part of your obligations under The Public Contracts Regulations 2015, with the following information for each invoice (where available):

- The name of the Supplier
- Supplier email address
- Supplier company registration number
- Supplier postal address
- Supplier telephone number
- Supplier website
- The date of the invoice
- The invoice reference
- The gross value of the Invoice
- The date the invoice should have been paid by
- The actual payment date of the invoice
- The total amount of interest liability due to late payment of the invoice
- The total amount of interest paid to the supplier due to late payment of the invoice.

For the avoidance of doubt we request the data behind payment performance summaries for Regulation 113 Notices, not the summaries themselves.

We expect that this information to be readily available and easily accessible in the electronic format requested given the necessity of source data which must have been required to prepare and produce the Regulation 113 Notice

2nd Floor
Pathfinder House
St Mary's Street
Huntingdon
Cambs
PE29 3TN

Response

Below is the response to each of the questions asked. The information provided can be found on the attached spreadsheet.

For information:

- Data contains all payments through AP including payments out of scope of the legislation, and is calculated from invoice date to payment date, not taking account of disputes, late receipt of invoice etc.
- Prior to October 2020 the AP module was not used so although much of the data would be held it is not in a format where it can be extracted without considerable work.
- We have excluded all payments to Councils and Government bodies on the basis that a majority of these will be grant payments, however we do make a small number of non-grant payments to these bodies.
- We have left in all other suppliers, which will include a significant number of grant payments, but there is no easy way to exclude these.

- a. **The name of the Supplier** – the information is on the attached spreadsheet, unless they are a sole trader or individual as this is personal information. The exemption Section 40 of the Freedom of Information Act 2000 provides that:

40.— Personal information.

(1) *Any information to which a request for information relates is exempt information if it constitutes personal data of which the applicant is the data subject.*

(2) *Any information to which a request for information relates is also exempt information if—*

(a) it constitutes personal data which [does] not fall within subsection (1), and

(b) [the first, second or third] condition below is satisfied.

[

(3A) The first condition is that the disclosure of the information to a member of the public otherwise than under this Act—

(a) would contravene any of the data protection principles, or

(b) [n/a]

Link to ICO guidance [s40](#)

[Personal information \(section 40 and regulation 13\) version2.3 \(ico.org.uk\)](#)

- b. **Supplier email address** – your request for this information has been considered and is refused.

In accordance with the Freedom of Information Act 2000 (the Act), this acts as a Refusal Notice.

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Section 21(1) of the Act provides an exemption for release of information that is reasonably accessible to you.

Link to ICO guidance: [Information reasonably accessible to the applicant by other means \(section 21\) \(ico.org.uk\)](https://ico.org.uk/for-organisations/guide-to-the-data-protection-act/information-reasonably-accessible-to-the-applicant-by-other-means-section-21)

Contact information for the company is available at Companies House.

- c. **Supplier company registration number** – information is on the spreadsheet if we hold it.
- d. **Supplier postal address** – your request for this information has been considered and is refused.

In accordance with the Freedom of Information Act 2000 (the Act), this acts as a Refusal Notice.

Section 21(1) of the Act provides an exemption for release of information that is reasonably accessible to you.

Link to ICO guidance: [Information reasonably accessible to the applicant by other means \(section 21\) \(ico.org.uk\)](https://ico.org.uk/for-organisations/guide-to-the-data-protection-act/information-reasonably-accessible-to-the-applicant-by-other-means-section-21)

Contact information for the company is available at Companies House.

- e. **Supplier telephone number** - your request for this information has been considered and is refused.

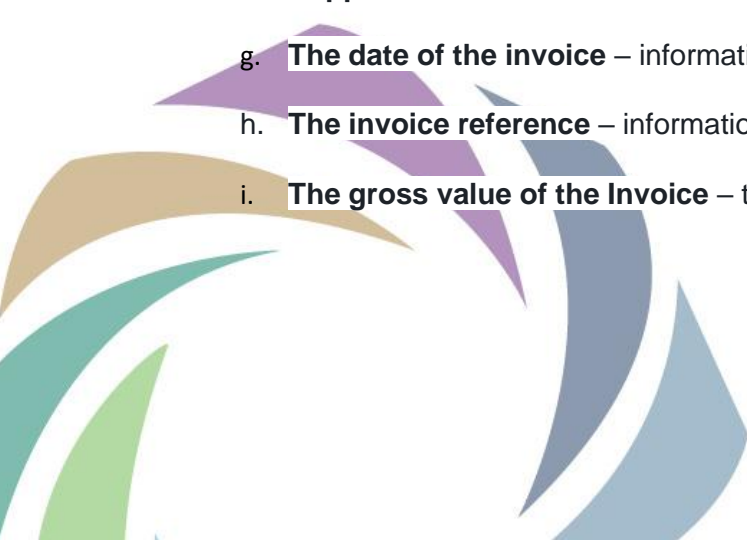
In accordance with the Freedom of Information Act 2000 (the Act), this letter acts as a Refusal Notice.

Section 21(1) of the Act provides an exemption for release of information that is reasonably accessible to you.

Link to ICO guidance: [Information reasonably accessible to the applicant by other means \(section 21\) \(ico.org.uk\)](https://ico.org.uk/for-organisations/guide-to-the-data-protection-act/information-reasonably-accessible-to-the-applicant-by-other-means-section-21)

Contact information for the company is available at Companies House.

- f. **Supplier website** – we do not hold this information.
- g. **The date of the invoice** – information is on the attached spreadsheet.
- h. **The invoice reference** – information is on the attached spreadsheet.
- i. **The gross value of the Invoice** – the information is on the attached spreadsheet.



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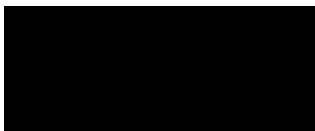
- j. **The date the invoice should have been paid by** – information is on the attached spreadsheet.
- k. **The actual payment date of the invoice** – information is on the attached spreadsheet.
- l. **The total amount of interest liability due to late payment of the invoice** – information is on the attached spreadsheet.
- m. **The total amount of interest paid to the supplier due to late payment of the invoice** – information is on the attached spreadsheet. We can only find evidence of paying for one late interest payment charge.

I hope this information is helpful but if you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review, you should write to us via our contact us email address: democratic.services@cambridgeshirepeterborough-ca.gov.uk or write a letter to Complaints, Cambridgeshire and Peterborough Combined Authority, 2nd Floor, Pathfinder House, St Mary's Street, Huntingdon, Cambs PE29 3TN within 40 days of the date of this e-mail.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF, or via their website: <https://ico.org.uk/>

Generally, the ICO will not undertake a review or make a decision on a request until the internal review process has been completed.

Yours sincerely



Sue Hall
Data Protection Officer



2nd Floor
Pathfinder House
St Mary's Street
Huntingdon
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